



**COUNTY GOVERNMENT OF KERICHO**  
**COUNTY PUBLIC SERVICE BOARD**

**INTERNAL ADVERTISEMENT**

Kericho County Public Service Board wishes to make an internal advertisement for the following positions in the Department of Health Services, pursuant to Article 176 of the Constitution of Kenya and County Government's Act No.17 of 2012.

**MEDICAL SERVICES**

**1. KCPSB/2025/29: SENIOR MEDICAL SPECIALIST J/G 'R' (4 POSTS)**

**a) Duties and Responsibilities**

- i. Performing complex and advanced clinical patient management in area of specialization including: Internal Medicine, Obstetrics and Gynecology, General Surgery, ENT Surgery, Ophthalmology, Psychiatry, Anesthesia, Pediatrics, Pathology, Radiology, Public Health, or other specialties recognized by the Board;
- ii. Coordinating training, coaching and mentoring of Health Personnel;
- iii. Managing Health Stores including essential medicines and/or plant and equipment;
- iv. Managing larger facilities/Hospitals;
- v. Developing intervention activities or programs for the management of disease and conditions;
- vi. Developing medical Standard Operating Procedures (SOPs) and protocols;
- vii. Developing training curricular and Syllabi in collaboration with training Institutions;

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- viii. Coordinating emergency response and clinical care;
- ix. Coordinating Health projects and programmes;
- x. Managing Health Information Systems;
- xi. Carrying out Health Surveys and research; and
- xii. Monitoring the provision of forensic and Medico-legal services.

**b) Requirements for appointment**

For appointment to this grade, an officer must have:

- (i) Served as a Medical Specialist I for minimum period of three (3) years;
- (ii) Bachelor of medicine and Bachelor of Surgery(M.B.CH.B) degree from an Institution recognized by Medical Practitioners and Dentists Board;
- (iii) Masters degree in any of the following fields: medicine, Anesthesia, Cardiothoracic surgery; Dermatology, Ear, Nose and throat Otorhinolaryngology, family medicine, general surgery, Geriatrics, Internal medicine, Microbiology, Neurosurgery, Obstetrics and Gynaecology, occupational medicine, Ophthalmology, Orthopedic Surgery, Pediatrics and Child Health, Radiology, Health Systems Management, Surgery, Psychiatry, Public Health, Radiology, Health Systems Management, Health Economics, Health Informatics, Epidemiology, Global Health Policy. Public Health microbiology and Emerging infectious Disease, Biostatics or equivalent qualification from an institution recognized by the Medical practitioners and Dentists Board.
- (iv) Certificate of Registration by the Medical Practitioners and Dentists Board;
- (v) Valid practicing license from Medical Practitioners and Dentist Board;
- (vi) Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized Institution;
- (vii) Certificate in Computer application skills from a recognized institution; and
- (viii) Demonstrated professional competence and managerial capability as reflected in work performance and results.

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**2. KCPSB/2025/30: SENIOR ASSISTANT DIRECTOR OF MEDICAL SERVICES/MEDICAL SPECIALIST I ,JOB GROUP 'Q' (14 POSTS)**

**a) Duties and responsibilities**

Duties and responsibilities at this level will entail: -

- i. Undertaking general diagnosis, care, treatment and rehabilitation of patients;
- ii. Carrying out specialized clinical care;
- iii. Providing psycho-social interventions;
- iv. Providing clinical services to patients;
- v. Training, consulting and performing surgeries in various health facilities;
- vi. Carrying out forensic and medico-legal services;
- vii. Coordinating disease surveillance, prevention and control;
- viii. Coordinating Health Education and Promotion;
- ix. Implementing Health Projects and Programs;
- x. Maintaining up to date health information systems;
- xi. Monitoring provision of health treatment and care;
- xii. Undertaking health research; and
- xiii. Analyzing medical reports.

**b) Requirements for appointments**

For appointment to this grade, an officer must have;

- i. Bachelor of medicine and Bachelor of Surgery(M.B.Ch.B) degree from an institution recognized by Medical Practitioners and Dentist Board;
- ii. Masters degree in any of the following fields; Medicine, Anesthesia, Cardiothoracic surgery, Dermatology, Ear, Nose and Throat, Otorhinolaryngology, Family medicine, general surgery, Geriatrics, Internal Medicine, Microbiology, Neurosurgery, Obstetrics, and Gynecology, Occupational Medicine, Ophthalmology, Orthopedic

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- Surgery, Pediatric and child health, palliative medicine, Pathology, Plastic and Reconstructive Surgery, Psychiatry, Public Health, Radiology, Health System Management, Health Economics, Health Informatics, Epidemiology, Global Health Policy, Public Health Microbiology and Emerging Infectious Diseases, Biostatistics or Equivalent Qualification from an Institution Recognized by Medical Practitioners and Dentists Board;
- iii. Served as Assistant Director of Medical Services/ Medical Specialist II for a minimum period of (3) three years;
  - iv. Certificate of registration by the Medical and Practitioners and Dentists Board;
  - v. Valid Practicing License from Medical Practitioners and Dentist Board;
  - vi. Certificate in Strategic Leadership Development Program lasting not less than (6) six weeks from a recognized institution;
  - vii. Certificate in Computer Application skills from a recognized institution; and
  - viii. Demonstrated Professional Competence and managerial capability as reflected in work performance and results.

### **3. KCPSB/2025/31: MEDICAL SPECIALIST II, J/G 'P' (17POSTS)**

#### **a) Duties and responsibilities**

Duties and responsibilities at this level will entail:

- i. Reviewing patient and instructing in writing all the recommendations;
- ii. undertaking: First -on-Call” duties including clerking, investigating and managing patients;
- iii. Conducting weekly clinic and theatre days;
- iv. Managing health facilities at various tiers in communities;
- v. Responding to intern calls;
- vi. Training, supervising and mentoring Medical Officers(intern) and other students;
- vii. Performing emergency surgeries;

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- viii. Undertaking medico-legal duties including filling of P.3 forms, court attendance and performing post mortems;
- ix. Undertaking medical examinations and preparing Medical Board proceedings;
- x. Carrying out community diagnosis, care and treatment;
- xi. Ensuring data and information is collected, transmitted and utilized to benefit the customer and service provider;
- xii. Conducting disease surveillance, prevention and control;
- xiii. Carrying out health education and promotion; and
- xiv. Preparing medical reports.

**b) Requirements for appointment**

For appointment to this grade an officer must have:

- i. Served as Senior Medical Officer for a period of three (3) years;
- ii. Bachelor of Medicine and Bachelor of Surgery (M.B.CH.B) degree from an Institution recognized by the Medical Practitioners and Dentist Board;
- iii. Registration certificate by the Medical Practitioners and Dentists Board;
- iv. Valid practicing license from Medical Practitioners and Dentists Board;
- v. Certificate in Senior Management Course lasting not less than four (4) weeks;
- vi. Certificate in computer application skills from a recognized institution; and
- vii. Shown Merit and ability as reflected in work performance and results.

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## DENTAL SERVICES

### 4.KCPSB/2025/32-SENIOR DENTAL SPECIALIST, JOB GROUP 'R' (5POSTS)

#### a) Duties and Responsibilities

- i. Providing clinical services in any of the following areas of specialty: Paediatric, Dentistry, Periodontology, Maxillofacial Surgery, Prosthodontics, oral Medicine/Oral pathology, Orthodontics, Moral and Maxillofacial Radiology, Community and Preventative Dentistry, biomaterials;
- ii. Interpreting dental health guidelines, strategies, implementing programs;
- iii. Providing consultancy services in dental health in health facilities;
- iv. Identifying areas of research and carrying out research in dental health;
- v. Providing guidance, training and coaching of dental staff and other health workers, initiating development of dental health information system;
- vi. Coordinating submission of dental reports, ensuring hospital units are functioning;
- vii. Managing staff performance reports in dental health services.

#### b) Requirements for Appointment

- i. Served as a Dental Specialist II for a minimum period of three (3) years;
- ii. Bachelor of Dental Surgery (DS) degree or any other equivalent qualification from an institution recognized by Medical Practitioners and Dentists Board
- iii. Masters of Dental Surgery in any of the following disciplines: paediatric Dentistry, periodontology, Oral and Maxillofacial Surgery, prosthodontics, Dental biomaterials ,Oral medicine and Oral pathology, Dental Anesthesia, Forensic Odontology, Restorative Dentistry, Endodontics, Oral Implant Ology, Orthodontics, Aesthetic Dentistry, Oral And Maxillofacial Dental Radiology and Community Dentistry or

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- any other equivalent qualification from an institution recognized by Medical Practitioners and Dentist Board;
- iv. Certificate of registration by the Medical Practitioners and Dentists Board;
  - v. Valid practicing license from Medical Practitioners and Dentists Board;
  - vi. Certificate in Strategic Leadership Development Programme lasting not less than six (6) weeks from a recognized institution;
  - vii. Certificate in Computer Application Skills from a recognized institution;
  - viii. Demonstrated a high degree of professional competence and administrative capability in the management of health services in a large health institution; and
  - ix. Shown merit and ability as reflected in work performance and results.

**5. KCPSB/2025/33: DENTAL SPECIALIST I, JOB GROUP 'Q' (1 POST)**

**a) Duties and responsibilities**

Duties and responsibilities at this level will entail: -

- i. Performing specific dental procedures including; Restorative, Prosthodontics, Paedodontics, Orthodontics, Minor Oral Facial Surgeries and Periodontology;
- ii. Being on call to review and manage Dental Health Patients;
- iii. Undertaking Medico-Legal duties which include filing of P-3 forms;
- iv. Undertaking Dental examinations, age assessments, and writing Dental reports;
- v. Conducting outreach community Oral Health Services;
- vi. Referring complex cases;
- vii. Educating and creating awareness on prevention of Dental Diseases and Dental Health;
- viii. Maintaining up to date Dental Health Patients Records and Bio-Data;
- ix. Supervising, training and coaching Dental Interns and Students;
- x. Ensuring that Dental Health Reports are prepared and submitted promptly;
- xi. Coordinating preparation of annual work plans and ensuring they are adhered to; and

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- xii. Co-ordinating capacity building and deployment of Dental Personnel's.

**b) Requirements for appointment**

For appointment to this grade an officer must have: -

- i. Served in the grade of Assistant Director Dental/Dental Specialist II for a minimum period of three (3) years;
- ii. Bachelor of Dental Surgery (DS) Degree or any other equivalent qualification from a institution recognised by Medical Practitioners and Dentists Board.
- iii. Masters of Dental Surgery Degree in any of the following Disciplines; Paediatrics Dentistry, Periodontology, Oral and Maxillo-facial Surgery, Prosthodontics, Dental Bio-Material, Oral Medicine and Oral Pathology, Dental Anaesthesia Forensic Ordontology, Restorative Dentistry, Endodontics, Oral Implantology, Orthodontics, Aesthetic Dentistry, Oral and Maxillo-facial/Dental Radiology and Community Dentistry or any other Equivalent Qualification from an institution recognised by the medical practitioners and Dentists Board.
- iv. Certificate of Registration by the Medical Practitioners and Dentists Board.
- v. Valid practicing license for medical practitioners and Dentists Board.
- vi. Certificate of Strategic Leadership Development Program lasting not less than six weeks from a recognised institution.
- vii. Certificate in computer application skills from a recognised institution.
- viii. Demonstrated ability and competence in organising performing and discharging the Dental function.

**6. KCPSB/2025/34: DENTAL SPECIALIST II, JOB GROUP 'P' (3POSTS)**

**a) Duties and responsibilities**

Duties and responsibilities at this level will entail:

- i. Managing dental conditions in dental unit or health facility including: diagnosing, investigating, treating, and patient documentation;
- ii. Performing specific dental care procedures;

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- iii. Restorative, prosthodontics, pedodontics, orthodontics, minor oral-facial surgeries;
- iv. Providing formal and informal training and Supervising other health workers;
- v. Maintaining an up-to-date dental health information system; and
- vi. Organizing community sensitization and outreach programs on dental health care; and
- vii. Disseminating information for health planning.

**b) Requirements for appointment**

For appointment to this grade, an officer must have: -

- i. Served in the grade of Senior Dental Officer for a minimum period of three (3) years;
- ii. Bachelor of Dental Surgery (DS) degree or any other equivalent qualification from an institution recognized by the Medical Practitioners and dentists Board;
- iii. Certificate of Registration by the Medical Practitioners and Dentists Board;
- iv. Valid practicing license from Medical Practitioners and Dentists Board;
- v. Certificate in Senior Management Course lasting not less than four (4) weeks from a recognized institution;
- vi. Certificate in Computer application skills from a recognized institution; and
- vii. Shown ability and demonstrated merit as reflected in work performance and results.

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## PHARMACY SERVICES

7. KCPSB/2025/35: DEPUTY DIRECTOR OF PHARMACEUTICAL SERVICES/SENIOR PHARMACEUTICAL SPECIALIST, JOB GROUP 'R' (2 POSTS)

### a) Duties and Responsibilities

Duties and responsibilities at this level will entail: -

- i. Analyzing report on adverse drug reactions and poor quality medicines
- ii. Setting up and running poison information centers
- iii. Conducting research and dissemination of the findings on medicine utilization
- iv. Assessing and evaluating research proposals involving medicine use
- v. Analyzing medicine for quality assurance
- vi. Coordinating pharmaceutical services in public health programs
- vii. Monitoring and evaluating effectiveness of medication therapy
- viii. Facilitating detection, prevention, response and provision information on global public health crisis as per the international health regulation; and
- ix. Preparing work/ strategic plans, supervising and training staff.

### b) Requirements for appointment

For appointment to this grade an officer must have: -

- i. Bachelor of Pharmacy(B-pharm) Degree from an institution recognized by the Pharmacy and Poisons Board;
- ii. Master's Degree in any of the following; Pharmaceutical Policy Analysis and Formulation, Pharmacognosy and Complimentary Medicine, Toxicology, Clinical Pharmacy, Pharmacovigilance and Pharmaco-Epidemiology, Medicine Supplies Management, Medicines Regulation; Narcotic and Psychotropic substance control, Pharmaceutics, Pharmacology and Therapeutics, Pharmaceutical Analysis, Tropical and Infectious Diseases, Medicinal and Pharmaceutical Chemistry,

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- Industrial Pharmacy, Health Systems Management, Pharmaceutical Care, Health Informatics, Health Economics, Epidemiology, Biostatistics, Medical Statistics, Drug Design and Development, Clinical Trials, Quality Assurance, Radio-Pharmacy, Public Health, Microbiology or Molecular Pharmacology from an institution recognized by the Pharmacy and Poisons Board;
- iii. Served in the grade of Senior Assistant Director of Pharmaceutical Services/Pharmaceutical Specialist I for a minimum period of (3) three years;
  - iv. Certificate of registration as a pharmacist by the Pharmacy and Poisons Board;
  - v. Valid practicing license from Pharmacy and License Board;
  - vi. Certificate in Strategic Leadership Development Program lasting not less than (6) six weeks from a recognized institution;
  - vii. Certificate in computer application skills from a recognized institution, and
  - viii. Demonstrated professional competence and managerial capability as reflected in work performance and results.

**8. KCPSB/2025/36: PHARMACEUTICAL SPECIALIST I, JOB GROUP 'Q'  
(4 POSTS)**

**a) Duties and responsibilities**

Duties and responsibilities at this level will entail:

- (i) Coordinating pharmaceutical services in a health facility;
- (ii) Coordinating medicine and therapeutics committee activities in a health facility;
- (iii) Developing and reviewing Standard Operating procedures for all pharmaceutical services in the facility;
- (iv) Conducting research on medicine utilization;
- (v) Providing continuous professional development education to pharmacists;
- (vi) Evaluating appropriateness of donated medical supplies;
- (vii) Maintaining pharmaceutical inventories;

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- (viii) Participating in facility management committees;
- (ix) Providing medical information in preparation of patient drug management therapies;
- (x) Coordinating preparation of annual work plans and ensuring they are adhered to; and
- (xi) Coordinating capacity building and deployment of dental personnel.

**b) Requirements for appointments**

For appointment to this grade, an officer must have:

- i. Served in the grade of Pharmaceutical Specialist II for a minimum period of three (3) years;
- ii. Bachelor of Pharmacy (B Pharm) degree from an institution recognized by the Pharmacy and Poisons Board;
- iii. Master's degree in any of the following: Pharmaceutical policy analysis and formulation, Pharmacognosy and Complementary Medicine, toxicology, Clinical Pharmacy, Pharmacovigilance and Pharmaco-Epidemiology, Psychotropic substances control, Pharmaceutics; Pharmacology and Therapeutics; Pharmaceutical Analysis, Tropical and Infectious Diseases, Medicinal and Pharmaceutical Chemistry, industrial Pharmacy, Health System Management, Pharmaceutical Care, Health Informatics, Health Economics, Epidemiology, Biostatistics, Medical statistics, Drug Design and Development, Clinical Trials, Quality Assurance, Radio Pharmacy, Public Health, Microbiology, or Molecular Pharmacology from an institution recognized by the Pharmacy and Poisons Board;
- iv. Certificate of Registration by a Pharmacist by the Pharmacy and Poisons Board;
- v. Valid practicing license from Pharmacy and Poisons Board;
- vi. Certificate in Strategic Leadership Development Programme lasting not less than four (4) weeks from a recognized institution;

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- vii. Certificate in computer application skills from a recognized Institution and
- viii. Demonstrated professional competence and managerial capacity as reflected in work performance and results.

**9. KCPSB/2025/37: PHARMACEUTICAL SPECIALIST II J/G 'P' (3 POSTS)**

**a) Duties and Responsibilities**

- i. Supplies Selecting, quantifying, procuring and warehousing of medical Supplies;
- ii. Monitoring effective storage of specialized medical supplies requiring cold storage;
- iii. Making entries into the relevant inventory management records and registers;
- iv. Participating in wards round to monitor medicine use;
- v. Interactions and adverse drug reactions;
- vi. Carrying out continuing medical use of education for Health workers in general;
- vii. Conducting Health Education on appropriate use Medicines to patients;
- viii. Participating multidisciplinary clinical team activities of patients car;
- ix. Reporting adverse drug reactions and poor-quality Medicines;
- x. Timely preparations of relevant monthly reports and submission of relevant Offices;
- xi. Training and mentoring of interns and students attached to the facility;
- xii. Keeping safe custody and maintenance of up-to-date narcotic and psychotropic substances records;
- xiii. Running of poison information centres;
- xiv. Disseminating and providing new drug information to Health workers and the general public;
- xv. Supervising Pharmaceutical Services at lower-level Health facilities.

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## b) Requirements for appointment

For appointment to this grade, an Officer must have: -

- i. Served in the grade of Senior Pharmacist for a minimum period of two (2) years;
- ii. Bachelor of Pharmacy (B Pharm) degree from an institution recognized by the Pharmacy and Poisons Board;
- iii. Certificate of Registration by a Pharmacist by the Pharmacy and Poisons Board;
- iv. Valid Practicing license from Pharmacy and Poisons Board;
- v. Certificate in Senior Management Course lasting not less than Four (4) weeks from a recognized Institution;
- vi. Certificate in Computer Application Skills from a recognized Institution;
- vii. Shown Merit and ability as reflected in work performance and results.

### How to apply:

- Applications should be made **online** through <https://internaladvert.psbkericho.co.ke/vacancies>.
- Details of the qualifications and requirements can be obtained from: <https://internaladvert.psbkericho.co.ke/download>.
- Only County Government of Kericho employees are eligible to apply and are required to register first through: <https://internaladvert.psbkericho.co.ke/register>.
- Applicants **MUST** attach letter of last promotion
- Applicants **MUST** attach **original** scanned: National Identity cards/passport, promotion letters, curriculum vitae, testimonials, academic and professional certificates other testimonials **on or before** **14<sup>th</sup> March, 2025.**

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**Important:**

- Details of the qualifications and requirements can be obtained from the County website
- Any application/s sent through **post or hand delivered** will **NOT** be accepted/ considered.
- Only shortlisted applicants will be contacted

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